

**BUSINESS AFFAIRS AND HUMAN RESOURCES****APRIL 11-12, 2002**

<b><u>TAB</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>ACTION</u></b>	<b><u>PAGE</u></b>
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	<i>TAB 2 Items are forwarded from the institutions/agencies and are included in one motion on page 3. Items may be removed from the motion for separate vote or other action at the Board's discretion.</i>		
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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 11-12, 2002**

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**INSTITUTION / AGENCY AGENDA**

**SUBJECT**

Institution / Agency Agenda items detailed on the following pages:

<u>DESCRIPTION</u>	<u>ACTION</u>	<u>PAGE</u>
BSU      New Positions		5
Appointments		6
ISU      New Positions		9
Reappointment		10
UI        Deleted Positions		11
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LCSC     New Position		13
ISDB     2002 – 2003 Proposed School Calendar		15
2002 – 2003 Proposed Holiday Schedule		17
IPTV     System Report		19

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**BACKGROUND**

Items submitted for review and approval according to Board Policy.

**DISCUSSION**

Review and approve as appropriate.

**IMPACT**

Approve Institution / Agency Agenda items.

**STAFF COMMENTS**

Review and approve as appropriate.

**BOARD ACTION**

A motion to approve the Institution / Agency Agenda items as presented in TAB 2 for Boise State University, Idaho State University, University of Idaho, Lewis-Clark State College, the Idaho School for the Deaf and the Blind, and Idaho Public Television.

Moved by\_\_\_\_\_ Seconded by\_\_\_\_\_ Carried Yes\_\_\_\_\_ No\_\_\_\_\_

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 11-12, 2002**

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**INSTITUTION / AGENCY AGENDA**  
**BOISE STATE UNIVERSITY**

**NEW POSITIONS**

Position Title:	Shop Technician
Type of Position:	Classified Staff
FTE:	.5
Term of Appointment:	9 month
Effective Date:	May 1, 2002
Salary Range:	\$7,153
Funding Source:	Appropriated Funds
Area/Department of Assignment:	Art Department
Description of Duties and Responsibilities:	Provide assistance to faculty with the supplies for art instruction.
Justification for the Position:	Provides assistance to faculty to free their time to assist students with instruction.

Position Title:	Mathematics Learning Center Systems Administrator
Type of Position:	Professional Staff
FTE:	1.0
Term of Appointment:	10 month
Effective Date:	June 1, 2002
Salary Range:	\$38,000
Funding Source:	Local Funds
Area/Department of Assignment:	Mathematics Department
Description of Duties and Responsibilities:	Maintain all computers and software associated with the Mathematics Learning Center. Will prepare labs on campus to make mathematical learning software available.
Justification for the Position:	Provide computer systems and software assistance for the new Mathematics Learning Center.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 11-12, 2002**

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**INSTITUTION / AGENCY AGENDA**  
**BOISE STATE UNIVERSITY continued**

**APPOINTMENTS**

James Blankenship, Dean and Professor, College of Social Sciences and Public Affairs

FTE:	1.0
Term of Appointment:	12 month
Effective Date:	June 23, 2002
Annual Salary:	\$109,000
Funding Source:	Appropriated
Area/Department of Assignment:	College of Social Sciences and Public Affairs
Justification:	External search resulted in unanimous recommendation for employment of Dr. Blankenship. Meets the State Board salary guidelines.

Jennifer Warden, Head Women's Basketball Coach

FTE:	1.0
Term of Appointment:	12 month
Effective Date:	March 26, 2002
Annual Salary:	\$80,000, 4-year contract Plus Media Contract of \$5,000
Funding Source:	Appropriated
Area/Department of Assignment:	Intercollegiate Athletics
Justification:	Head coach for the women's basketball.

The full text of the contract (utilizing the Board approved Model Coach's Agreement) for Coach Warden will be sent to the Board's Executive Director and Attorney prior to the Board meeting. A summary of the terms is as follows:

Term: 4 years

Base Salary: \$80,000

Media Paid Salary: \$5,000

Supplemental Merit Based Compensation:

Winning Record	\$2,000
20 Wins	\$2,000
WAC Conference Champion	\$2,000
WAC Tournament: Greater of the following –	
Tournament Finals	\$1,000
Tournament Champion	\$5,000
NCAA Tournament at-large appearance	\$3,000
WNIT appearance	\$2,000
Academic Criteria Performance	\$2,000
Courtesy Vehicle	
Standard Moving Expenses	

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 11-12, 2002**

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**INSTITUTION / AGENCY AGENDA**  
**BOISE STATE UNIVERSITY continued**

Don Gregory Graham, Head Men's Basketball

FTE:	1.0
Term of Appointment:	12 month
Effective Date:	March 27, 2002
Annual Salary:	\$115,000, 4-year contract Plus Media Contract of \$40,000
Funding Source:	Appropriated
Area/Department of Assignment:	Intercollegiate Athletics
Justification:	Head coach for the men's basketball.

The full text of the contract (utilizing the Board approved Model Coach's Agreement) for Coach Graham will be sent to the Executive Director and the Board's attorney prior to the Board meeting. A summary of the financial terms is as follows:

Term: 4 years

Base Salary: \$115,000

Media Paid Salary: \$40,000

Supplemental Merit Based Compensation:

Winning Record	\$2,000
20 Wins	\$2,000
WAC Conference Champion	\$2,000
WAC Tournament: Greater of the following –	
Tournament Finals	\$1,000
Tournament Champion	\$5,000
NCAA Tournament at-large appearance	\$3,000
NIT appearance	\$2,000
Academic Criteria Performance	\$2,000
Courtesy Vehicle	
Country Club Membership	
Standard Moving Expenses	

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 11-12, 2002**

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**INSTITUTION / AGENCY AGENDA**  
**IDAHO STATE UNIVERSITY**

**NEW POSITIONS**

Position Title:	Assistant Professor
Type of Position:	Faculty
FTE:	1.0
Term of Appointment:	9 month
Effective Date:	August 19, 2002
Salary Range:	\$43,500.00
Funding Source:	Grant Funds
Area/Department of Assignment:	Biological Sciences/Pharmaceutical Sciences
Duties and Responsibilities:	Faculty member in the Department of Biological Sciences with joint appointment in Pharmaceutical Sciences. Duties include teaching, scholarship, and service.

Justification for the Position: Initiated through the National Institutes of Health (NIH) Biomedical Research Infrastructure Network grant to the State of Idaho's three Universities, this position will support the expansion of biomedical research and a statewide program in bioinformatics between the three institutions, as well as the expansion of the ISU doctoral programs in biological and pharmaceutical sciences.

Position Title:	Bioanalytical Research Chemist
Type of Position:	Non-Classified
FTE:	1.0
Term of Appointment:	12 month
Effective Date:	April 15, 2002
Salary Range:	\$41,000.00
Funding Source:	State Funds
Area/Department of Assignment:	Office of Research
Duties and Responsibilities:	Oversee the function and use of the Liquid Chromatograph Mass Spectrometer and associated equipment in the Bioanalysis Center.

Justification for the Position: To provide required support to insure correct calibration, usage, and maintenance of the new Mass Spectrometer.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 11-12, 2002**

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**INSTITUTION / AGENCY AGENDA**  
**IDAHO STATE UNIVERSITY continued**

**REAPPOINTMENT**

Gordon Henderson – Head Soccer Coach

FTE/Term:	1.0/12 months
Department:	Intercollegiate Athletics
Proposed Annual Salary:	\$41,017.60
Prior Annual Salary:	\$41,017.60
Amount and Percent:	\$0.00
Effective Date:	February 3, 2002
Explanation:	Reappointment.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 11-12, 2002**

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**INSTITUTION/AGENCY AGENDA**  
**UNIVERSITY OF IDAHO**

**DELETED POSITIONS**

Position Title:	Academic Faculty
Type of Position:	Faculty
Effective Date:	February 28, 2002
Salary Range:	\$140,004.80
Funding Source:	Appropriated and non-appropriated funds
Area/Department of Assignment:	Department of Computer Science

Position Title:	Development Director
Type of Position:	Exempt
Effective Date:	March 4, 2002
Salary Range:	\$52,000.00
Funding Source:	Non-appropriated funds
Area/Department of Assignment:	College of Art and Architecture

Position Title:	Fiscal Manager
Type of Position:	Exempt
Effective Date:	February 28, 2002
Salary Range:	\$50,003.20
Funding Source:	Non-appropriated funds
Area/Department of Assignment:	College of Letters and Science

Position Title:	Management Development Specialist
Type of Position:	Exempt
Effective Date:	February 28, 2002
Salary Range:	\$47,777.60
Funding Source:	Appropriated and non-appropriated funds
Area/Department of Assignment:	Center for Business Development and Research

**APPOINTMENT**

Steven Daley Laursen, Dean, College of Natural Resources	
FTE:	1.0
Term of Appointment:	12 months
Effective Date:	August 5, 2002
Annual Salary:	\$133,016.00
Funding Source:	Appropriated funds
Area/Department of Assignment:	College of Natural Resources
Justification:	New appointment

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## **BUSINESS AFFAIRS AND HUMAN RESOURCES**

**APRIL 11-12, 2002**

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### **INSTITUTION / AGENCY AGENDA LEWIS-CLARK STATE COLLEGE**

#### **NEW POSITION**

Position Title:	Director
Type of Position:	Faculty
FTE:	1.0 (12 months)
Term of Appointment:	Fiscal Year
Effective Date:	July 1, 2002
Salary Range:	\$52,000 – 56,000
Funding Source:	Appropriated
Area/Department of Assignment:	Nursing Division
Duties and Responsibilities:	Administer radiography program .5 FTE; Teach .5 FTE
Justification for the Position:	Beginning new Associate of Science in Radiography program

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**INSTITUTION / AGENCY AGENDA**

**IDAHO SCHOOL FOR THE DEAF AND THE BLIND**

**SUBJECT**

ISDB requests Board approval of the 2002-2003 Proposed School Calendar.  
(EXHIBIT A)

**BACKGROUND**

ISDB's school calendar adheres to State educational requirements and teacher contracted days.

# BUSINESS AFFAIRS AND HUMAN RESOURCES

APRIL 11-12, 2002

## IDAHO SCHOOL FOR THE DEAF AND THE BLIND

## EXHIBIT A

### School Calendar

2002-2003

Draft - 2/26/02

Week	Month	M	T	W	TH	F
	Aug					
	Aug					
	Aug		TI--13	TI---14	TI---15	TI---16
1	Aug	19	20	21	22	23
2	Aug	26	27	28	29	30
3	Sept	H---2	3	4	5	6
4	Sept	9	10	11	12	13
5	Sept	16	17	18	19	20
6	Sept	23	24	25	26	27
7	Oct	30	1	2	V---3	V---4
8	Oct	7	8	9	10	11
9	Oct	14	15	16	17	18
10	Oct	21	22	23	24	25
11	Nov	28	29	30	31	1
12	Nov	4	5	6	7	8
13	Nov	11	12	13	14	15
14	Nov	18	19	20	21	22
15	Nov	V--25	V--26	V--27	V--28	V--29
16	Dec	2	3	4	5	6
17	Dec	9	10	11	12	13
18	Dec	16	17	18	19	20
19	Dec	V--23	V--24	H--25	V--26	V--27

Week	Month	M	T	W	TH	F
20	Jan	V--30	V--31	V---1	V---2	V---3
21	Jan	6	7	8	9	10
22	Jan	13	14	15	16	17
23	Jan	20	21	22	23	24
24	Jan	27	28	29	30	31
25	Feb	3	4	5	6	7
26	Feb	10	11	12	13	14
27	Feb	H---17	18	19	20	21
28	Feb	24	25	26	27	28
29	Mar	3	4	5	6	7
30	Mar	10	11	12	13	14
31	Mar	17	18	19	20	21
32	Mar	V--24	V--25	V--26	V--27	V--28
33	Apr	31	1	2	3	4
34	Apr	7	8	9	10	11
35	Apr	14	15	16	17	18
36	Apr	TI--V-21	22	23	24	25
37	May	28	29	30	1	2
38	May	5	6	7	8	9
39	May	12	13	14	15	16
40	May	19	20	21	22	23
41	May	H---26	27	28	29	30
42	June	TWD-2				

### 1st Semester - 92 days

All Staff Report - Inservice/Work Days Aug 13-16  
(New and Returning Staff)

Cottages Open: 3:00 PM Aug 18

**SCHOOL STARTS Aug 19**

Labor Day - **No School** Sept 2

Statewide Teacher Inservice Oct 3-4

**No School**

Parents Day Nov 1

**End First Quarter ( 52) Nov 1**

Thanksgiving Vacation Nov 25-29

School Reconvenes Dec 2

Christmas Vacation Dec 23-Jan 3

### 2nd Semester - 87 days

School Reconvenes Jan 6

**End 1st Semester (2nd Qtr - 40) Jan 17**

President's Day - **No School** Feb 17

**End Third Quarter (44) Mar 21**

Spring Vacation Mar 24-28

School Reconvenes Apr 1

Parents Day Apr 18

Teacher Inservice - **No School** Apr 21

Graduation - 10:30 AM May 23

Memorial Day - **No School** May 26

**School Ends (4th Qtr - 43) May 30**

**Teacher Work Day June 2**



**INSTITUTION / AGENCY AGENDA**

**IDAHO SCHOOL FOR THE DEAF AND THE BLIND continued**

**SUBJECT**

ISDB requests Board approval of the Proposed Holiday Schedule for 2002/2003.  
(EXHIBIT B)

**BACKGROUND**

ISDB's proposed holiday schedule takes into consideration the compensatory days for the holidays that classified employees are required to work (Martin Luther King Day, Columbus Day and Veterans Day).

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 11-12, 2002**

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**EXHIBIT B**

**PROPOSED HOLIDAY SCHEDULE FOR 2002/2003**  
**IDAHO SCHOOL FOR THE DEAF AND THE BLIND**

The Idaho School for the Deaf and the Blind requests approval of the State Board of Education for the closure of the school offices in observance of the following holidays:

July 4, 2002, Thursday	Independence Day
September 2, 2002, Monday	Labor Day
November 28, 2002, Thursday	Thanksgiving Day
November 29, 2002, Friday	Compensatory Day *
December 24, 2002, Tuesday	Compensatory Day *
December 25, 2002, Wednesday	Christmas Day
December 31, 2002, Tuesday	Compensatory Day*
January 1, 2003, Wednesday	New Year's Day
February 17, 2003, Monday	President's Day
May 26, 2003, Monday	Memorial Day

\*Classes will be held and offices will be open on Columbus Day, October 14, and Veterans' Day, November 11, 2002. Substitute days will be designated (November 29, December 24, 2002; and December 31, 2002) whereby classes will not be held and offices will be closed. Classified employees who are eligible to earn compensatory time at the 1-1/2 time rate will receive the three substitute days in lieu of working the two regularly designated holidays. Exempt employees and classified employees whose positions are administrative, executive, or professional will receive two days off in lieu of the two regularly designated holidays. Since ISDB will be closed on the three substitute days, it will be necessary for this group of employees to identify one of the three days as annual leave. Holidays for faculty will continue to correspond with the student holidays.

In addition to the above, classes will be held and offices will be open on Martin Luther King Day, January 20, 2003. Compensatory time will be earned according to Idaho Personnel Commission policies.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 11-12, 2002**

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**INSTITUTION / AGENCY AGENDA**  
**IDAHO PUBLIC TELEVISION**

To: State Board of Education  
Fr: Peter W. Morrill, General Manager  
Dt: March 21, 2002  
Re: General Manager's Report

SBOE Approves IdahoPTV Cuts In Response To State Budget Reductions, Page 2

FESTIVAL 2002 Reaches Goal, Page 3

Statewide Primary Debates Return To IdahoPTV In May, Page 3

INEEL Scholastic Tournament Airs March 23 On IdahoPTV, Page 4

MISUNDERSTOOD MINDS, DIALOGUE Look Into Learning Disabilities, Page 4

DIALOGUE Reviews Legislative Session, Page 5

IDAHO REPORTS Website A Big Hit With Citizens, Page 6

DIALOGUE FOR KIDS Hikes Into The Desert, Page 6

GOLD RUSH DAYS AND GHOST TOWNS Profiles Idaho's Early Mining Years And  
Boom Towns, Page 7

IdahoPTV Receives Four National Awards, Page 8

PBS Nationwide Broadcast of IDAHO, A PORTRAIT, Page 9

Idaho Communication Students Zoom Into Action, Page 9

**INSTITUTION / AGENCY AGENDA**

**IDAHO PUBLIC TELEVISION continued**

**PAGE 2**

**SBOE APPROVES IDAHOPTV CUTS IN RESPONSE TO STATE BUDGET REDUCTIONS**

On Thursday, March 7, the State Board of Education approved a plan to reduce four full-time positions at Idaho Public Television in response to recent state budget cutbacks.

The action was the result of the combined effect of the 4 percent reduction in current year state funding and a proposed 11.6 percent reduction in IdahoPTV's fiscal year 2003 state operating budget.

The board voted unanimously to approve the plan during its regular March meeting in Boise. The Board expressed regret about the recent turn of events and the results to the agency and its employees.

The four affected positions were outreach director, education specialist, financial support tech, and digital television field engineer. Only the DTV field engineer position was vacant.

Prior to the cutback, IdahoPTV had 20 full-time positions funded by State General Fund dollars. The four positions will be eliminated effective April 20. The three individuals facing layoff are on administrative leave or vacation until April 20 in accordance with the State Board's policy.

IdahoPTV's state operating budget for the current year has been reduced by \$65,800. If the Legislature's proposed budget is approved, IdahoPTV's operating funds from the state for the year that begins July 1 will be permanently reduced by \$195,500. The proposed total is 11.58 percent less than the current year's state funding. IdahoPTV also lost \$251,700 in one-time funding, which had been appropriated for fiscal year 2002, for the federally mandated conversion to digital television.

"Most of the public television system's state-appropriated non-salary operating funds are designated for fixed cost expenses such as rent and utilities for buildings and transmission facilities. Therefore, IdahoPTV was forced to eliminate positions in order to balance its budget," IdahoPTV General Manager Peter Morrill said.

Services affected by the state budget reduction include educational and community outreach that extend IdahoPTV's programming topics into classrooms and communities statewide. The IdahoPTV fiscal affairs department also is impacted.

Before budget holdbacks, state funding accounted for 28 percent of IdahoPTV's total operating budget in Fiscal Year 2002.

**INSTITUTION / AGENCY AGENDA**  
**IDAHO PUBLIC TELEVISION continued**  
**PAGE 3**

**FESTIVAL 2002 REACHES GOAL**

The theme of "working together we can make a difference" certainly held true for FESTIVAL 2002. At the end of the night on Sunday, March 17, we had surpassed our goal of \$900,000 by nearly \$13,000. Pledges on-air, through the mail, and on the web amounted to \$912,708!

The fact that people are willing to financially participate in this manner during difficult economic times is a reflection of the value that the public receives from IdahoPTV.

More than 60% of IdahoPTV's operating budget is a result of private funds raised through events such as the yearly March Festival.

Many thanks go out to the thousands of viewers and companies who pledged and volunteered their time to make this year's fundraiser a grand success!

**STATEWIDE PRIMARY DEBATES RETURN TO IDAHOPTV IN MAY**

The two-decades plus tradition of political debates on Idaho Public Television continues this coming May, with the return of THE IDAHO DEBATES.

In collaboration with the Idaho Press Club and the League of Women Voters of Idaho, we are anticipating holding debates for the following contested races:

May 21, 2002, 7pm Mtn/Pac: Lt. Governor (GOP)

May 22, 2002, 7pm Mtn/Pac: Secretary of State (GOP)

May 22, 2002, 7:30pm Mtn/Pac: US Senate (DEM)

May 23, 2002, 8pm Mtn/Pac: Attorney General (GOP)

May 23, 2002: 8:30pm Mtn/Pac: Controller (GOP)

The participant and event schedule will be finalized after the April 5 candidate filing date deadline.

**INSTITUTION / AGENCY AGENDA**  
**IDAHO PUBLIC TELEVISION continued**  
**PAGE 4**

**INEEL SCHOLASTIC TOURNAMENT AIRS MARCH 23 ON IDAHOPTV**

Idaho high school scholars compete for state titles in three divisions large, medium, and small in the Idaho National Environmental Engineering Laboratory Scholastic Tournament. The championship matches for state titles will be taped by Idaho Public Television from the IdahoPTV KAID studios in Boise. A series of local and regional matches determined the Class A (Skyline and Preston), B (Kimberly and Marsh Valley) and C (Logos and Potlach) state competitors. The competition airs on IdahoPTV, Saturday, March 23 at 5:30/4:30 p.m. MT/PT.

Students who correctly answer the most questions on academic subjects with an emphasis on math and science, will represent Idaho in the National competition in Washington, D.C. later this year.

Nearly 1,000 students at some 85 schools participate statewide, beginning in December, in the INEEL-sponsored competition. Idaho's is the second largest of the qualifying competitions in the United States, has the largest number of participating high schools, and covers the largest geographical area.

**MISUNDERSTOOD MINDS, DIALOGUE LOOK INTO LEARNING DISABILITIES**

Producer, director, and Idaho native Michael Kirk for three years tracks five families struggling with children who have learning problems in MISUNDERSTOOD MINDS. A national PBS release, the documentary airs on Idaho Public Television Wednesday, March 27 at 9:00 p.m. MT/PT.

Experts, the children, and their parents seek to dispel the mystery surrounding learning disabilities in this program presented by the FRONTLINE producer whose relatives still live in Idaho.

In conjunction with the national show, The Lee Pesky Learning Center is presenting a panel discussion in Boise, Tuesday, March 26 at 7:00 p.m., which is open to the public. The panel is at the IdahoPTV studios, 1455 N. Orchard St. Reservations are required and are free of charge, contact Dana Robertson of The Lee Pesky Learning Center at 208-333-0008, Ext. 113, for more information on the discussion.

Immediately following the Wednesday airing of MISUNDERSTOOD MINDS, hear the stories of four Idaho teens and their struggle with mental illnesses in HEARTS AND MINDS: TEENS AND MENTAL ILLNESS. The IdahoPTV production, which earned a Peabody Award, airs Wednesday, March 27 at 10:30 p.m. MT/PT.

**INSTITUTION / AGENCY AGENDA**  
**IDAHO PUBLIC TELEVISION continued**  
**PAGE 5**

On Thursday, March 28, Idaho Public Television's DIALOGUE continues the discussion begun in the national program with a live statewide call-in show. Host Marcia Franklin is joined by guests Deb Glaser of the Lee Pesky Center; Chris Burns, Student; and Amy Walters, Ph.D., Licensed Psychologist. Franklin and guests will take calls from viewers on a toll-free line: 1-800-973-9800. DIALOGUE "Misunderstood Minds" airs live March 28 at 8:30/7:30 p.m. MT/PT and repeats Sunday, March 31 at 5:30/4:30 p.m. MT/PT (there are no call-ins on the Sunday repeat).

Each of the five stories presented in MISUNDERSTOOD MINDS are very different from one and other, just as each individual's case is very different. Nathan loves books but can't read. With the help of special tutoring at an early age, Nathan is able to excel in his studies and succeed as a student. But not all cases end with such optimism. In seventh grade Adam was reading at a third-grade level. He later turns to skipping school, drugs, and crime. His parents are left without answers wondering if Adam is a teenager too far gone to rescue.

Fifty-two percent of students receiving special education services in public schools have learning disabilities; that equates to 2.8 million students using special education services in the U.S. according to the U.S. Department of Education. Thirty-five percent of children with learning disabilities drop out of high school.

**DIALOGUE REVIEWS LEGISLATIVE SESSION**

—Aired Thursday, March 21 at 8:30/7:30 p.m. MT/PT  
—Repeated Sunday, March 24 at 5:30/4:30 p.m. MT/PT

Three Statehouse reporters looked at this year's legislative session on DIALOGUE.

Host Joan Cartan-Hansen was joined by Betsy Russell, Spokesman Review of Spokane and North Idaho; Bob Fick, Associated Press; and Graham Garner, Idaho State Journal in Pocatello.

The reporters assessed the results of the second session of the 56th Idaho Legislature: Who were the winners and losers? What were the high points and low points of the session? What are the impacts of some key new laws?

The group also took phone calls statewide from viewers on a toll free line.

**INSTITUTION/AGENCY AGENDA**  
**IDAHO PUBLIC TELEVISION continued**  
**PAGE 6**

**IDAHO REPORTS WEBSITE A BIG HIT WITH CITIZENS**

Idaho Reports has been a tradition on Idaho Public Television for almost three decades. This past session included expansion of coverage on the Idaho Reports website.

Between January 1, 2002 and March 16, 2002, the Idaho Reports website ([www.idahoptv.org/idreports](http://www.idahoptv.org/idreports)) had 128,186 hits from users around the state and around the world.

In addition, 19,739 users listened to live audio feeds via our Idaho Reports streaming servers of the House, Senate, and Joint Finance and Appropriations Committee. 1307 users watched the archived weekly Idaho Reports program on line.

Funding for Idaho Reports was made possible by the Laura Moore Cunningham Foundation.

**DIALOGUE FOR KIDS HIKES INTO THE DESERT**

DIALOGUE FOR KIDS went to southern Idaho's open expanses to explore what lives in the desert; how plants and animals survive with little water; and what is needed for a healthy desert ecosystem. Host Joan Cartan-Hansen was joined by Tom Hemker, wildlife biologist with Idaho Department of Fish and Game; and Paul Seronko, environment protection specialist with Bureau of Land Management. The show aired live Tuesday, March 12 at 2:00/1:00 p.m. MT/PT on Idaho Public Television.

Cartan-Hansen and guests took calls from students statewide on a toll-free line. Questions also were sent in advance of air time by e-mail or by FAX.

Paul Seronko has over 24 years of watershed/ecological science experience. Since 1980, he has worked for the Bureau of Land Management as a soil scientist and ecologist. He specializes in the sagebrush steppe ecosystems of the Great Basin and ecological relationships between the soils, vegetative community and watershed health. Seronko earned a B.S. degree in soil science.

Additional information and links regarding desert habitat on the World Wide Web can be found at the DIALOGUE FOR KIDS Web site ([idahoptv.org/dialogue4kids/index.html](http://idahoptv.org/dialogue4kids/index.html)). The broadcast program in addition to being video-streamed live on the Web also will remain available in the DIALOGUE FOR KIDS archive on the Web site.



**INSTITUTION / AGENCY AGENDA**  
**IDAHO PUBLIC TELEVISION continued**  
**PAGE 7**

DIALOGUE FOR KIDS, produced by Idaho Public Television, airs the second Tuesday of the month throughout the school year.

**GOLD RUSH DAYS AND GHOST TOWNS PROFILES IDAHO'S EARLY MINING YEARS AND BOOM TOWNS**

They came to find gold — thousands of seekers, who created the greatest gold rush outside of California, in Idaho Territory in the 1860s. They stayed to construct boom towns on rugged slopes, along narrow canyons, and deep in forested hills.

GOLD RUSH DAYS AND GHOST TOWNS, AN OUTDOOR IDAHO SPECIAL profiles those adventurous days and the fate of the instant cities left behind. The new special premiered Thursday, March 7.

Today, many of the hastily constructed cities are deserted and some nearly reclaimed by the elements; others are summer communities, continuing towns, cities, and county seats, and one is a state park.

IdahoPTV producer John Crancer showed the towns' present and past.

“To me the gold rush era is one of Idaho’s most fascinating periods. It’s amazing how much country the old prospectors covered and how these boom towns sprang up in all kinds of challenging locations,” Crancer says. “We were fortunate to find a few special places still left where we could try to capture some of the spirit of those times. But, maybe the best place to find that spirit was in the people we met who have strong family ties to the miners and those days of silver and gold.”

Idahoans, who descend from the miners of yesteryear, share their love for these places; and people, who hope to preserve some of this historical architectural record, tell why they are working against time.

“We don't have a Roman Coliseum here; we don't have Egyptian pyramids, or the Acropolis up on these mountains. This is our architectural heritage,” says Ernie Lombard. The retired architect for more than 30 years has photographically documented Idaho's ghost towns.

Larry Kingsbury and Steve Stoddard supervise various archaeological digs in the Warren Diggings area to learn more about the lives of the miners and other residents of the town now known as Warren, including the once large Chinese population.

**INSTITUTION / AGENCY AGENDA**

**IDAHO PUBLIC TELEVISION continued**

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“A lot of these towns are known as ghost towns when in fact they’re not ghost towns. They’ve been continually inhabited by at least a few people year-round from the time of their inception,” Stoddard says. “Warren only has a resident population of about six people, who stay here all year ... Even in its hey day for those first 10 years, there were not more than 1,000 people here.”

Idahoans like Janette Piva have deep roots in these towns where their ancestors worked and lived. Piva is an employee of the state park at the Custer townsite, but her family roots lie in nearby Bayhorse, now a classic empty ghost town on private land.

“My great grandfather came in to put a saloon in 1882 and he was so anxious to be first to put his saloon in that he took two sawhorses and a couple of boards and a linen cloth and started serving drinks on the street,” Piva says.

Idaho City, still the county seat of Boise County, was the epicenter for the 1862 gold strike that by early spring 1983 brought thousands of miners into a 20-mile-square area. Built twice in wood, only to be consumed by fire, the brick buildings in the heart of town date from the late 1860s that residents today work to restore.

“This court room had the old muslin wallpaper, sort of hanging in the back and very dark and very worn out and we were able to form a committee and a year later we had this courtroom restored,” says Patricia Young of the 1982 renovation of the courthouse. The courthouse began life as a general store and later was a hotel.

Other towns featured in this OUTDOOR IDAHO special include: Pierce, Leesburg, Murray, Wallace, Yellow Jacket, Mackay, Gilmore, and Silver City.

**IDAHOPTV RECEIVES FOUR NATIONAL AWARDS**

This month, IdahoPTV was notified that four of our local productions were being honored by the Telly Awards:

**Winner:**

Outdoor Idaho: Down on the Farm, Category: T.V. or Cable program: Information  
In Our Own Voice, Category: Health and Medicine

**Finalist:**

Outdoor Idaho: Job with a View, Category: T.V or Cable program: Miscellaneous  
River of No Return, Category: Travel and Tourism

**INSTITUTION/AGENCY AGENDA**

**IDAHO PUBLIC TELEVISION continued**

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**PBS NATIONWIDE BROADCAST OF IDAHO, A PORTRAIT**

Friday, May 2, 2001, will mark the third nationwide airing on PBS of IDAHO, A PORTRAIT. The broadcast immediately followed SUN RIVER HOMESTEAD.

**IDAHO COMMUNICATION STUDENTS ZOOM INTO ACTION**

I hope you've been noticing the work of University of Idaho students on our broadcasts in the past several months. The ZOOM into Action segments featuring Idaho children who volunteer in their community air on Friday afternoons -- many of these are Northern Idaho kids captured on video by U/I students.

Then, on March 1, the Café Comments featured on Idaho Reports caught patrons at Eric's Café and Bucer's in Moscow offering their observations on the legislative scene. Again, captured on video by our U/I students.

A complete program by U/I faculty Hans Rosenwinkel and Glenn Mosley, IDAHO VOICES, will air on April 7. Students played key roles in pulling this production together, as well.

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## **BUSINESS AFFAIRS AND HUMAN RESOURCES**

**APRIL 11-12, 2002**

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### **INSTITUTION / AGENCY AGENDA**

#### **SUBJECT**

Changes to Section II.F. - Policies Regarding Nonclassified Employees

#### **BACKGROUND**

Currently, nonclassified employees are subject to an employment contract for no longer than one year. To provide more flexibility to the agencies and office, the proposed changes to Section F will eliminate the requirement for an employment contract for the agencies and office. Instead, nonclassified employees at the agencies and office will serve at the pleasure of the chief executive officer as an "at-will" employee. The institutions and the School for the Deaf and Blind shall continue to provide employment contracts for their nonclassified employees.

#### **IMPACT**

The proposed changes will enable the Board-governed agencies and office with the flexibility to hire at-will employees.

#### **STAFF COMMENTS**

Board agencies should be equipped with the flexibility to hire at-will employees.

The double underlined text shows the changes made since first reading.

#### **BOARD ACTION**

A motion to approve for second reading the changes to Section II, Human Resources, Section F, Policies Regarding Nonclassified Employees as presented in EXHIBIT C.

Moved by\_\_\_\_\_ Seconded by\_\_\_\_\_ Carried Yes\_\_\_\_\_ No\_\_\_\_\_

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**GOVERNING POLICIES AND PROCEDURES**

SECTION: II. HUMAN RESOURCES POLICIES AND PROCEDURES

Subsection: F. Policies Regarding Nonclassified Employees

Revised July 1, 2001  
Published February 2000

**F. Policies Regarding Nonclassified Employees**

**EXHIBIT C**

**1. Employment ~~Contract~~ Terms**

a. All nonclassified employees, except those set forth in Section II.F.1.b. below, serve at the pleasure of the chief executive officer, and may be dismissed at any time, with or without cause, and without notice, at the discretion of the chief executive officer. ~~serve pursuant to an employment contract.~~

b. Employment Contracts

i. ~~The~~ An institution or school may shall provide employment contracts to its nonclassified employees. If the institution chooses to offer employment contracts to its nonclassified employees. The

employment contract must include the period of the appointment, salary, pay periods, position title, employment status and such other information as the ~~agency, institution, or school or office~~ may elect to include in order to define the contract of employment. Nonclassified employees have no continued expectation of employment beyond their current contract of employment.

ii. Each employee must acknowledge receipt and acceptance of the terms of the employment contract by signing and returning a copy to the ~~agency, institution, or school or office~~ initiating the offer of appointment. Failure or refusal of the employee to sign and return a copy of the employment contract within the time specified in the contract is deemed to be a rejection of the offer of employment unless the parties have mutually agreed in writing to extend the time. Nothing in this paragraph prohibits the ~~agency, institution, or school or office~~ from extending another offer to the employee in the event the initial offer was not signed and returned in a timely manner. Any alteration by the employee of the offer is deemed a counter-offer requiring an affirmative act of acceptance by an officer authorized to enter into contracts of employment binding the ~~agency, institution, or school or office~~.

iii. ~~iii.~~ Each contract of employment ~~must shall~~ include a statement to the following effect and intent: "The terms of employment set forth in this contract of employment are also subject to the Governing Policies and Procedures of the State Board of Education (or the Board of Regents of the University of Idaho, in the case of University of Idaho), and the policies and procedures of ~~(the~~

**GOVERNING POLICIES AND PROCEDURES**

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institution, ~~or agency,~~ school ~~or office~~)." The contract must shall also state that it may be terminated at any time for adequate cause, as defined in Section II.L. of Board Policy, or when the Board declares a state of financial exigency, as defined in Section II.N. of Board Policy. The contract shall also state that it may be nonrenewed pursuant to Section II.F.5. of Board Policy.

~~b.iv. — Term of employment — All nonclassified employees have fixed terms of employment.~~ No contract of employment with such an employee may exceed one (1) year without the prior express approval of the Board. Employment beyond the contract period may not be legally presumed. Renewal of an employment contract is subject solely to the discretion of the chief executive officer of the ~~agency,~~ institution, ~~, or school or office,~~ and, where applicable, of the Board.

**2. Compensation**

- a. Salary – All nonclassified employees shall receive a fixed ~~annual~~ salary. Payment in addition to the fixed salary may be authorized by the chief executive officer and reported to the Board. All initial salaries for nonclassified employees are established by the chief executive officer, subject to approval by the Board where applicable. The Board may make subsequent changes for any nonclassified employee salary or may set annual salary guidelines and delegates to its executive director authority to review compliance with its annual guidelines. Any annual salary increase outside Board guidelines requires specific and prior Board approval before such increase may be effective or paid to the nonclassified employee. With the exception of the chief executive officers, and other positions whose appointment is a reserved Board authority, approval of salaries shall be effective concurrently with Board approval of annual operating budgets for that fiscal year.

~~b. — For purposes of categorizing nonclassified employees for salary and reporting purposes, the following definitions apply:~~

~~(1) Executive/Administrative includes all persons whose assignments require primary (and major) responsibility for management of the institution, or a customarily recognized department or subdivision thereof. Assignments require the performance of work directly related to management policies or general business operations of the institutional department or subdivision. It is assumed that assignments in this category customarily and regularly require incumbents to exercise discretion and independent~~



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~~judgment and to direct the work of others. This category includes all officers holding such titles as president, vice president, dean, director, or equivalent, as well as officers subordinate to any of these administrators with such titles as associate dean, executive officer, academic department heads, or equivalent if their principal activity is administrative. Supervisors of professional employees are included.~~

~~(2) Managerial/Professional includes persons employed for the primary purpose of performing academic support, student service, and institutional support activities, and whose assignments would require either college graduation or experience of such kind and amount as to provide a comparable background. Include employees such as librarians, accountants, counselors, system analysts, coaches, lawyers, and pharmacists, for example. (Supervisors of nonprofessional employees—technical, clerical, craft, and service/maintenance—are to be reported within the specific categories of the personnel they supervise.)~~

~~e.b.~~ Salaries, Salary Increases and other Compensation related items

- (1) Salaries for new appointments to dean, associate/assistant dean, vice president, and president/vice president direct-report positions may not exceed the median rate for such position established by the College and University Professional Association for Human Resources (CUPA), or its equivalent, without prior Board approval.
- (2) Appointments to acting or interim positions shall be at base salary rates no greater than ten percent (10%) more than the appointees' salary rate immediately prior to accepting the interim appointment or ninety-five percent (95%) of the prior incumbent's rate, whichever is greater.
- (3) Overtime Compensation - Nonclassified employees earning annual leave at the equivalent rate of two (2) days for each month or major fraction thereof of credited state service are not eligible for either cash compensation or compensatory time off for overtime work. Nonclassified employees in positions that are defined as "non-exempt" under the Fair Labor Standards Act earn overtime at a rate of one and one-half (1½) hours for each overtime hour worked. Other nonclassified employees may earn compensatory time off at the discretion of the chief executive officer at a rate not to exceed one (1) hour of compensatory time for each hour of overtime worked.
- (4) Credited State Service - The basis for earning credited state service will be the actual hours paid not to exceed forty (40) per week.

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(5) Pay Periods - All nonclassified employees are paid in accordance with a schedule established by the state controller.

(6) Automobile Exclusion - Unless expressly authorized by the Board, no nonclassified employee will receive an automobile or automobile allowance as part of his or her compensation.

**3. Annual Leave**

- a. Nonclassified employees at the institutions, agencies, school, and office earn annual leave at the equivalent rate of two (2) days per month or major fraction thereof of credited state service. Twelve-month employees employed at the entities named above may accrue leave up to a maximum of 240 hours. An employee who has accrued the maximum will not earn further leave until the employee's use of annual leave reduces the accrual below the maximum.

Nonclassified employees in positions which are covered under the Fair Labor Standards Act earn annual leave according to § 67-5334 and are subject to the maximum leave accruals in § 67-5335(2).

- b. Nonclassified employees appointed to less than full-time positions earn annual leave on a proportional basis dependent upon the terms and conditions of employment.
- c. Professional Leave - At the discretion of the chief executive officer, nonclassified employees may be granted professional leave with or without compensation under conditions and terms as established by the chief executive officer.

**4. Performance Evaluation**

~~a.~~ Each institution, agency, school, and office must establish policies and procedures for the performance evaluation of nonclassified employees, and are responsible for implementing those policies in evaluating the work performance of employees. The purposes of employee evaluations are to identify areas of strength and weakness, to improve employee work performance, and to provide a basis on which the chief executive officers and the Board may make decisions concerning retention, promotion, and merit salary increases. All nonclassified employees must be evaluated annually. Any written recommendations that result from a performance evaluation must be signed by the appropriate supervisor, a copy provided to the employee and a copy placed in the official personnel file of the employee. Evaluation ratings that result in findings of inadequate performance

**GOVERNING POLICIES AND PROCEDURES**

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of duties or failure to perform duties constitute adequate cause as set forth in Section II.L. of Board Policy.

**5. Non-Renewal of Nonclassified Contract Employees**

- a. Notice of the decision of the chief executive officer to nonrenew a contract of employment must be given in writing to the nonclassified employee at least sixty (60) calendar days before the end of the existing period of appointment; for annual appointments. For appointments of less than one year, the written notice must be at least thirty (30) days prior to the end of the existing period of appointment. Reasons for nonrenewal need not be stated. Nonrenewal without cause is the legal right of the Board. If any reasons for nonrenewal are provided to the employee for information, it does not convert the nonrenewal to dismissal for cause and does not establish or shift any burden of proof. Failure to give timely notice of nonrenewal because of mechanical, clerical, mailing, or similar error is not deemed to renew the contract of employment for another full term, but the existing term of employment must be extended to the number of days necessary to allow sixty (60) (or thirty days where applicable) calendar days notice to the employee.
- b. Except as set forth in this paragraph, nonrenewal is not grievable within the ~~agency, institution, or~~ school or ~~office~~ nor is it appealable to the Board. However, if an employee presents bona fide allegations and evidence ~~in writing~~ to the chief executive officer ~~of the agency, institution, or~~ school ~~or office~~ that the nonrenewal of the contract of employment was the result of discrimination prohibited by applicable law, the employee is entitled to use the internal discrimination grievance procedure to test the allegation. If the chief executive officer is the subject of the allegations, the employee may present the bona fide allegations and evidence to the Executive Director. The normal internal grievance procedure for discrimination must be used unless changed by mutual consent of the parties. The ultimate burden of proof rests with the employee. The ~~agency, institution, or~~ school ~~or office~~ is required to offer evidence of its reasons for nonrenewal only if the employee has made a prima facie showing that the recommendation of nonrenewal was made for reasons prohibited by applicable law. Unless mutually agreed to by the parties in writing, the use of the discrimination grievance procedure will not delay the effective date of nonrenewal. Following the discrimination grievance procedures, if any, the decision of the ~~agency, institution, or~~ school, ~~or office~~ is final, subject to Section II.F.5. c., below.
- c. The nonclassified contract employee may petition the Board to review the final action of the ~~agency, institution, or~~ school ~~or office~~. Any petition for review must be filed at the Office of the State Board of Education within

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fifteen (15) calendar days after the employee receives notice of final action. The Board may agree to review the final action, setting out whatever procedure and conditions for review it deems appropriate, or it may choose not to review the final action. The fact that a review petition has been filed will not stay the effectiveness of the final action, nor will the grant of a petition for review, unless specifically provided by the Board. Board review is not a matter of right. An employee need not petition for Board review in order to have exhausted administrative remedies for purposes of judicial review. [Nothing in this section should be construed as any prohibition against filing a complaint with any appropriate state or federal entity, including but not limited to the Equal Employment Opportunity Commission \(EEOC\) or the Idaho Human Rights Commission \(IHRC\).](#)

**6. Tenure**

Nonclassified employees are generally not entitled to tenure. Certain, very limited, exceptions to this general rule are found in Subsection G.6 of these personnel policies and procedures.